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Consulted With:	Post/ Approval Committee/ Group:	Date:
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Related Trust Policies (to be read in conjunction with)	08092 Mandatory Training Policy MSEPO-19007 Fire Safety Policy 09030 Health and Safety Policy 08086 Clinical Record Keeping Standards Policy MSEPO-18003 Overarching Information Sharing Protocol 05118 Chaperone Policy 08078 Lone Worker 04051 Security policy 04061 Risk management policy
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1.0	Urology Consultants		2010
2.0	Urology Consultants/Lead Nurse		2014
3.0	Amanda Hammond	Full Review	5 th September 2019

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1. Purpose

- 1.1 To outline the purpose and function of the urology services at MEHT.
- 1.2 As part of the sustainability MSB configuration the urology service is proposing a configuration with Southend and Basildon in order to create a 24/7 comprehensive regional urology service across mid and south Essex. Following this configuration this document will be revised.

2. Aims of the Service

- 2.1 To provide high quality in-patient and out-patient facilities for patients requiring urological investigation and intervention. The service provides access to consultant urologists and specialist nurse teams via the Trust's out-patient clinics and provides both elective and emergency in-patient care.
- 2.2 The service provides uro-oncology services, by links with specialist consultants within the Trust and also from Southend Hospital for pelvic cancer surgery and specialist nurses in the area of Uro-oncology.
- 2.3 The service is also responsive to in-patient consultation requests from other clinical teams to facilitate appropriate specialist management of urological conditions and expedite discharge.
- 2.4 The department aims to conform to the Health Act 2006: Hygiene code in relation to infection prevention and control measures.
- 2.5 The Urology Service aims to meet best practice guidelines in effective and efficient treatment of all urological conditions, both electively and emergencies to maximise outcomes by achieving the national standards set against them. The department aims to meet the national upper quartile Length of Stay for these conditions. The department aims to achieve the national standard for new to follow ups and day case rates within Urology Services.

3. Scope of the Service

3.1 Urology Inpatient / Day Case departments

- 3.1.1 Elective inpatients are to be treated on a 32 bedded ward, Rayne Ward, A304. These are scheduled operations on one of the twelve urology theatre sessions per week. Theatre capacity is reviewed on a weekly basis to meet the demands of the service and additional theatre sessions are discussed at the theatre user group meeting regarding decisions of extra sessions.
- 3.1.2 Day case patients are to be treated on ward B344, Day Stay Admissions Unit and A304, Theatre Admissions Surgical Unit. Further day cases are treated at Braintree Community Hospital.
- 3.1.3 Emergency inpatients are to be treated on emergency short stay and ambulatory ward. The surgical assessment ward, a 16 bedded ward will accommodate patients

with a less than 24 hour projected length of stay. Operations take place in the theatre sessions listed above unless it is an extreme emergency where they are treated on the emergency surgery lists.

- 3.1.4 The Urology Service also has access to robotic surgery procedures. These are currently undertaken in urology for pyeloplasty, benign nephrectomy, adrenalectomy and radical prostate patients.
- 3.1.5 Robotic prostatectomy, pyeloplasty and adrenalectomy are a regional service for Mid South Essex (MSE).
- 3.1.6 Three of the urology consultants carry out major cancer cases at the cancer centre in Southend.
- 3.1.7 Urology collaborates with interventional radiology to provide a percutaneous renal cryoablation service.
- 3.1.8 Private patient admissions are arranged via the private patients' office in accordance to the Trust's 'Private patient policy'; register number 12024.
- 3.1.9 Theatre Template Appendix 5

3.2 **Urology Outpatients**

3.2.1 Hours of service – 09:00 – 18:00, Monday to Friday

3.2.2 **Inclusions**

- 2 week wait fast track clinics;
- One stop haematuria clinics;
- New patient clinics;
- Surgical follow-up clinics;
- General follow-up clinics;
- Diagnostic clinics;
- Results clinics;
- Surveillance clinics;
- Joint oncology clinics;
- Extracorporeal Shock Wave Lithotripsy (ESWL);
- Instillation clinics;
- Paediatric clinics;
- Outreach clinics to Braintree and Maldon.

3.3 **Key services:**

- 3.3.1 Flexible cystoscopy and renal ultrasound for haematuria
- 3.3.2 Renal cancers and renal surveillance
- 3.3.3 Renal and bladder stone service

- 3.3.4 Diagnostic Transrectal ultrasound guided biopsy for elevated PSA and abnormal rectal examination
- 3.3.5 Diagnostic urodynamic & video urodynamic clinics confirming bladder outflow obstruction and bladder instability
- 3.3.6 Catheter management clinics, providing services for GP's, theatres, medical and surgical wards
- 3.3.7 Joint oncology clinics – supporting patients with new diagnosis of urological cancers
- 3.3.8 Bladder instillation clinics for administering bladder chemotherapy and immunotherapy for bladder cancer and bladder instillations for interstitial cystitis
- 3.3.9 Prostate assessment clinics for male lower urinary tract symptoms where uro-flow tests and post void scans are performed
- 3.3.10 Intravesical Botox instillation clinics for bladder instability

4.0 Work Flows – Out-Patients

4.1 One stop haematuria:

- Patient referred by GP via choose and book with haematuria on a 2 week wait referral;
- Appointment is confirmed on choose and book via the Clinical Nurse Specialists;
- On arrival they provide a urine sample to exclude a urine infection;
- Full medical, drug and social history is taken;
- A flexible cystoscopy is carried out to inspect the bladder to exclude any sinister cause for haematuria;
- A renal ultrasound is carried out to observe the bladder and upper renal tract to exclude any pathology;
- Patient is listed for a bladder biopsy of bladder resection if a bladder tumour is suspected of found on cystoscopy;
- If a renal tumour is detected, patient is discussed at MDT;
- Patient is seen by uro-oncology CNS for holistic needs assessment and support
- Histology via MDT;
- A CT scan is requested to confirm no other pathology in the upper tracts.

4.2 One stop testicular:

- Patient is referred by GP via choose and book on a 2 week wait referral with a scrotal abnormality;
- A full medical, drug and social history taken;
- Scrotal examination carried out;
- Scrotal ultrasound carried out;
- On suspicion of sinister pathology, bloods are taken for alpha-fetoprotein (AFP), beta human chorionic gonadotropin (β -HCG) and lactate dehydrogenase (LDH);
- Sperm banking is organised as a matter of urgency;
- List admission for surgery for removal of testis;

- Patient is seen by uro-oncology CNS for holistic needs assessment and support;
- Histology via MDT.

4.3 2 week wait suspected prostate cancer:

- Patient is referred by GP via choose and book on a 2 week wait referral;
- Full medical, drug and social history taken;
- Rectal examination carried;
- If suitable an MRI and a trans rectal prostate biopsy is requested under local anaesthetic;
- If appropriate the patient is listed for an alternative transperineal prostate biopsy under general anaesthetic;
- Patient is seen by uro-oncology CNS for holistic needs assessment and support;
- Histology and imaging reviewed at MDT.

4.4 Renal stone service – Extracorporeal Shock Wave Lithotripsy (ESWL):

- Patient referred from GP or via accident and emergency department with renal stone;
- Full medical, drug and social history taken;
- CT imagine to confirm size and positioning of stone;
- Suitability for mid and upper pole stones 4mm-10mm in kidney or ureter;
- Listed as a day case (refer to Appendix 5);
- Rebooked for further ESWL sessions (max 3) if tolerated well and procedure effective;
- Rebooked into clinic if unsuccessful treatment for consideration/booking for Flexible Ureteronoscopy and Laser to stone under general anaesthetic.

4.5 Emergency Flows refer to Appendix 1.

4.6 Elective Flows refer to Appendix 2.

4.7 Out-patient Flow refer to Appendix 3.

4.8 Stone clinic refer to Appendix 4.

4.9 Equality Impact Assessment Form (EIA) Form refer to Appendix 6.

4.10 Radiology Flow refer to Appendix 7.

4.11 Admission Criteria for Children in Mid Essex Hosptial refer to see Appendix 8.

5.0 Key Relationships

5.1 The urology centre requires ease of access to IT, pathology, radiology and phlebotomy services and chemotherapy team.

5.2 Key operational requirements:

- Adherence to all national guideline in respect to urological cancers and benign conditions;
- Access to local laboratory;
- Patient's notes must be available for clinic appointment;
- Data security and records management.

5.3 Key relationships with other departments:

- DSU;
- Theatres Medical records staff;
- Ward staff;
- Radiology department Histopathology staff Nuclear medicine department;
- Oncology team;
- Chemotherapy and radiotherapy teams.

5.4 Key requirements for Facilities Management:

- Cleaners;
- Transport;
- Support from estates for maintenance;
- Support from MBE for servicing of equipment.

5.5 Way finding:

- Clear defined departmental signage from the atrium to the urology centre;
- Written directions are provided to the patients with their appointment letter.

5.6 Security requirements

Data security:

- The service will be delivered in accordance with and compliance to the Trust's IT policies;
- Data sharing agreements will be drawn up to cover all data sharing outside the Trust in accordance with the Trusts' MSBPO-18003 Overarching Information Sharing Protocol;
- Hospital information and patient data will only be downloaded onto devices provided by the trust which are encrypted;
- Databases will be registered on the trust database of databases;
- Patient identifiable information will only be sent out of the Trust from an nhs.net account or other secure route;
- Out of hours, the urology centre should be made secure.

5.7 Security for patients

- The service will be delivered in accordance with and compliance to the trust's patient safety policies;
- All staff must be screened through HR for a CRB check;
- All staff must wear a name badge and carry a Trust ID;

- All patients are chaperoned according to the Trust Chaperone Policy; register number 05118.

5.7 Security for staff

- The service will be delivered in accordance with and compliance to the Trust's Lone Worker; register number 08078 and Security policy; register number 04051 and Risk management policy; register number 04061;
- Security for patients and staff – when necessary. Trust based security is available for patients and staff via the emergency phone / bleep numbers.

6.0 Staffing

6.1 Symptomatic Staff

Staff Group	Band	Funded WTE
Urology Services Management		
Consultant Nurse	8b	1.00
Urology Medical / Senior Nursing Teams		
Consultants	N/A	5.00
Associate Specialists	N/A	0.48
Speciality Registrars	N/A	2.0
Specialist registrar	N/A	1.0
Trust registrar	N/A	2.0
ST2/FY1/2's	N/A	4.0
Consultant PA's	Band 4	2.2
Support Secretary	Band 3	2.0
CNS	7	2.8
Uro-Oncology CNS	7	2.0
RGN	5	2.85
HCA	2	6.77

6.2 Core urology MDT Membership

	Core members	Named cover
Urology consultants	Rowan Casey Bill McAllister Martin Nuttall Danny Swallow Karan Wadhwa	All core members
Oncologists	Dr Abdul Hamid Dr Isabel Maund	
Radiologists	Dr Skandadas Ganeshalingam	Dr Mohammed Abdallah
Uro-oncology CNS	Amanda Lewis Stephanie Clark	
Histopathologists	Sarah Lower	

MDT co-ordinator	Sian Gooding David Clapp	
Research nurses	Brian Singazi	

7.0 The MDT function

- 7.1 The MDT is a team of specialised clinicians working collaboratively to ensure a co-ordinated approach to treatment and care pathways for all patients diagnosed with urology cancer or pre-malignant disease. Any complex benign cases are discussed as well as management of recurrence and metastatic disease where appropriate.
- 7.2 All patients with a suspected urology cancer are discussed at the MDT following the clinic appointment, after surgery and after investigations.
- 7.3 The attendance at all meetings is recorded.
- 7.4 The core MDT members agree and record individual patient treatment plans in accordance with IOG guidelines.
- 7.5 A record of all patients discussed is kept in addition to the treatment plans.
- 7.6 Patients are recorded on the Somerset, the national database.

8.0 Co-ordination of Care / Patient Pathways

- 8.1 The service follows the network agreed guidelines for referrals, imaging, pathology and follow-up.
- 8.2 The NSSG have agreed clinical and referral guidelines which the team adhere to.

9.0 Training and Education

- 9.1 Mandatory training for all staff.
- 9.2 Medical and senior nursing staff will have undergone advanced communication.

10.0 Patient Communication

- 10.1 All patients diagnosed with a urological cancer will be allocated a key worker.
- 10.2 All patients that attend a clinic appointment are sent a copy of the GP letter.
- 10.3 All patients have access numbers to key staff members such as the clinical nurse specialists, medical secretaries, MDT co-ordinator and admin co-ordinator.

10.0 Written Information for Patients

10.1 Patients will receive written information from their consultation in preparation for their diagnostic tests and surgical procedures.

11.0 Equipment Requirements

BK Medical ultrasound scanner;
 Laborie Clinic + urodynamics machine;
 Olympus Visera pro stack system;
 9 Olympus flexible cystoscopes;
 Computers;
 Dinamap V100 BP machine / Welch Albyn BP machine;
 Printers – reception and medical secretary office;
 Computers in all clinic rooms and offices;
 Telephones in all clinic rooms and offices;
 Projector – Consultants office.

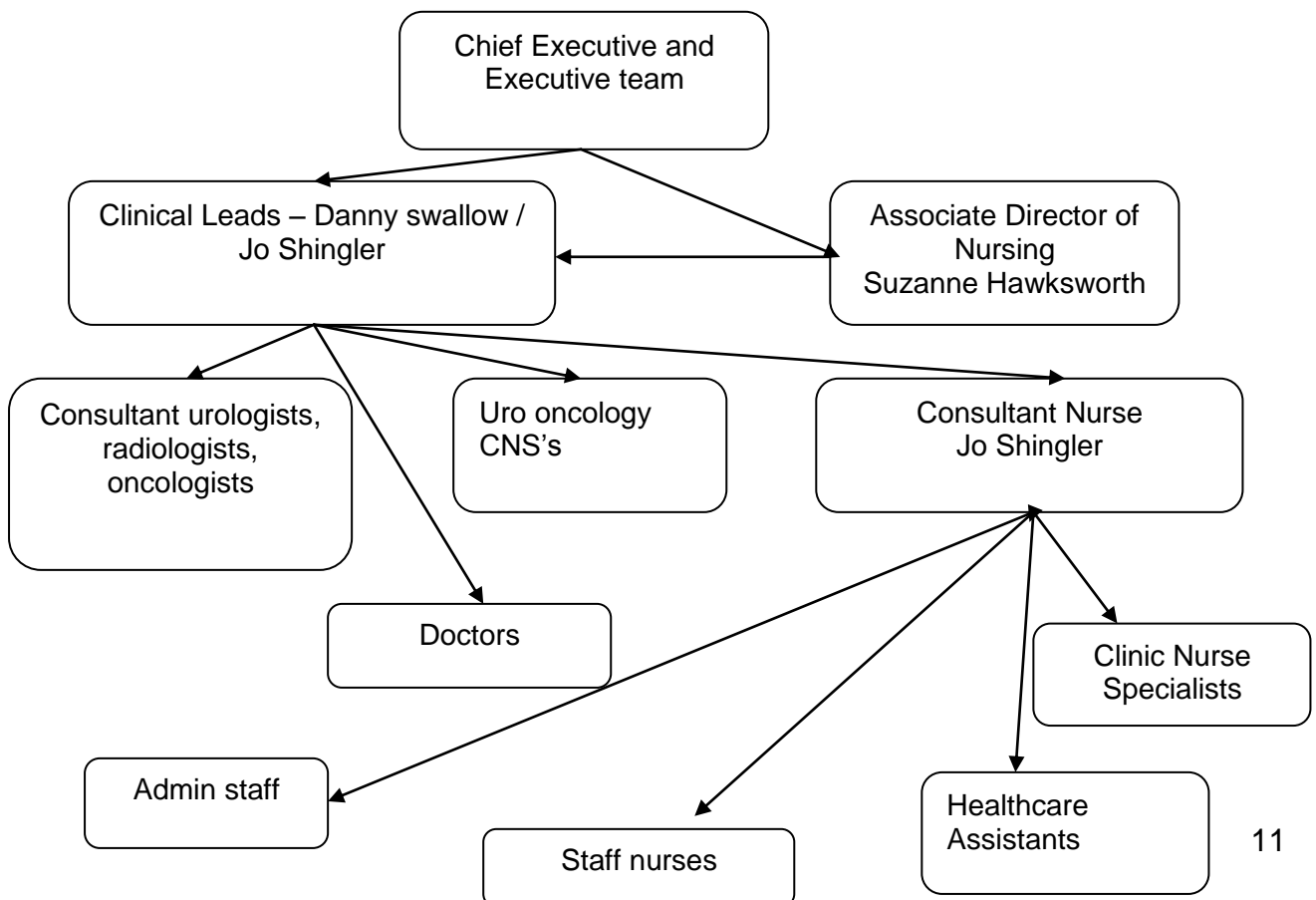
12.0 Contingency

12.1 Adverse weather Conditions:

- Clinics will run as normal as long as staff can get to work;
- Extra clinics will be arranged for those cancelled.

13.0 Responsibilities

13.1 Urology Centre Management Team



14. Urological Cancer Studies

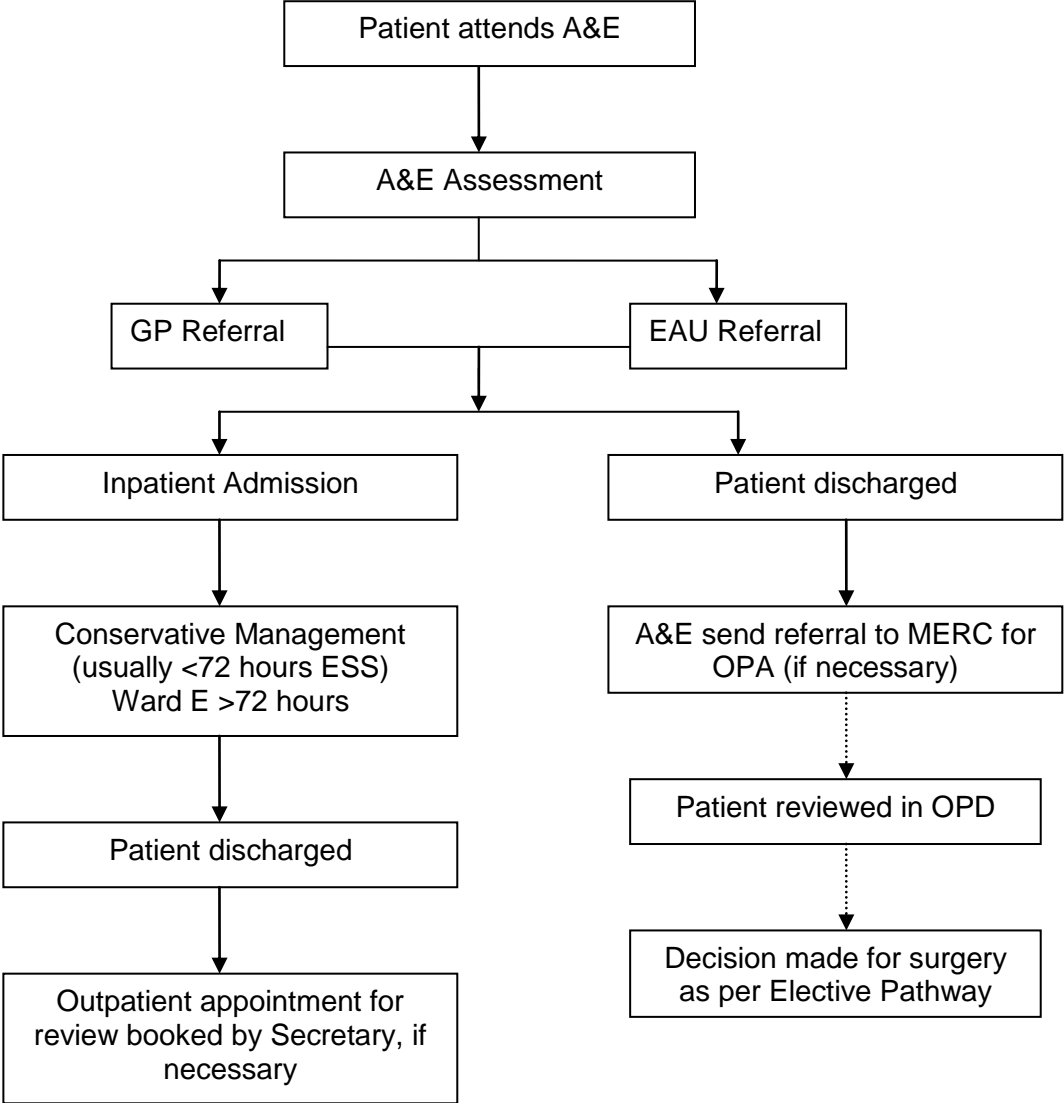
- 14.1 The urology clinicians support several cancer trials refer to Appendix 10.

15. References

NICE guidance
18 weeks referral to treatment guidance
National Standards Framework
Cancer Guidelines
The Health Act 2006
MEHT Infection and Prevention Policy

Work Flow Diagrams: Emergency Admissions

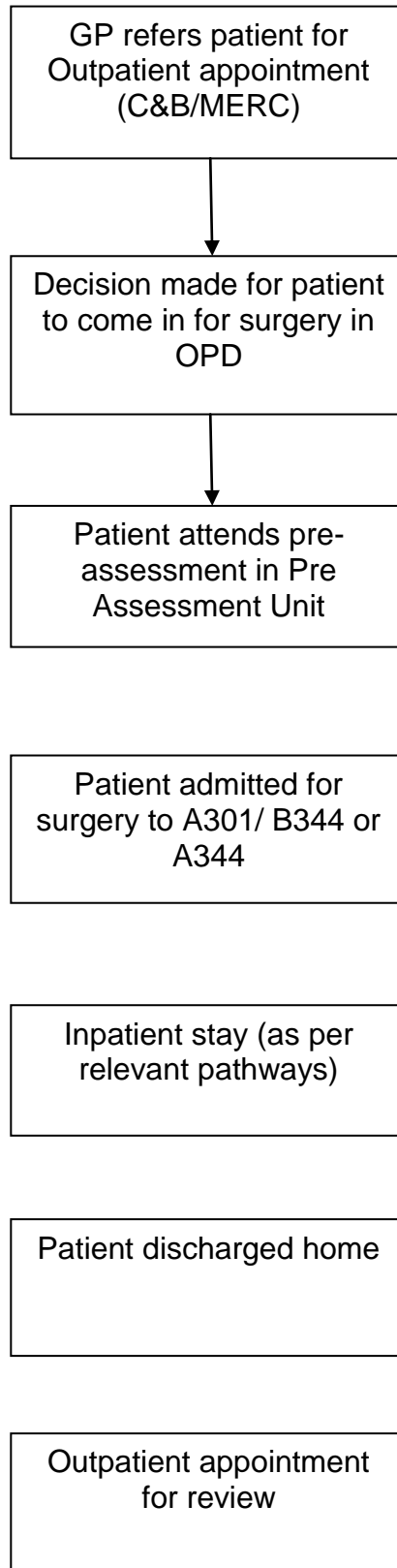
Emergency Admissions – Pathway



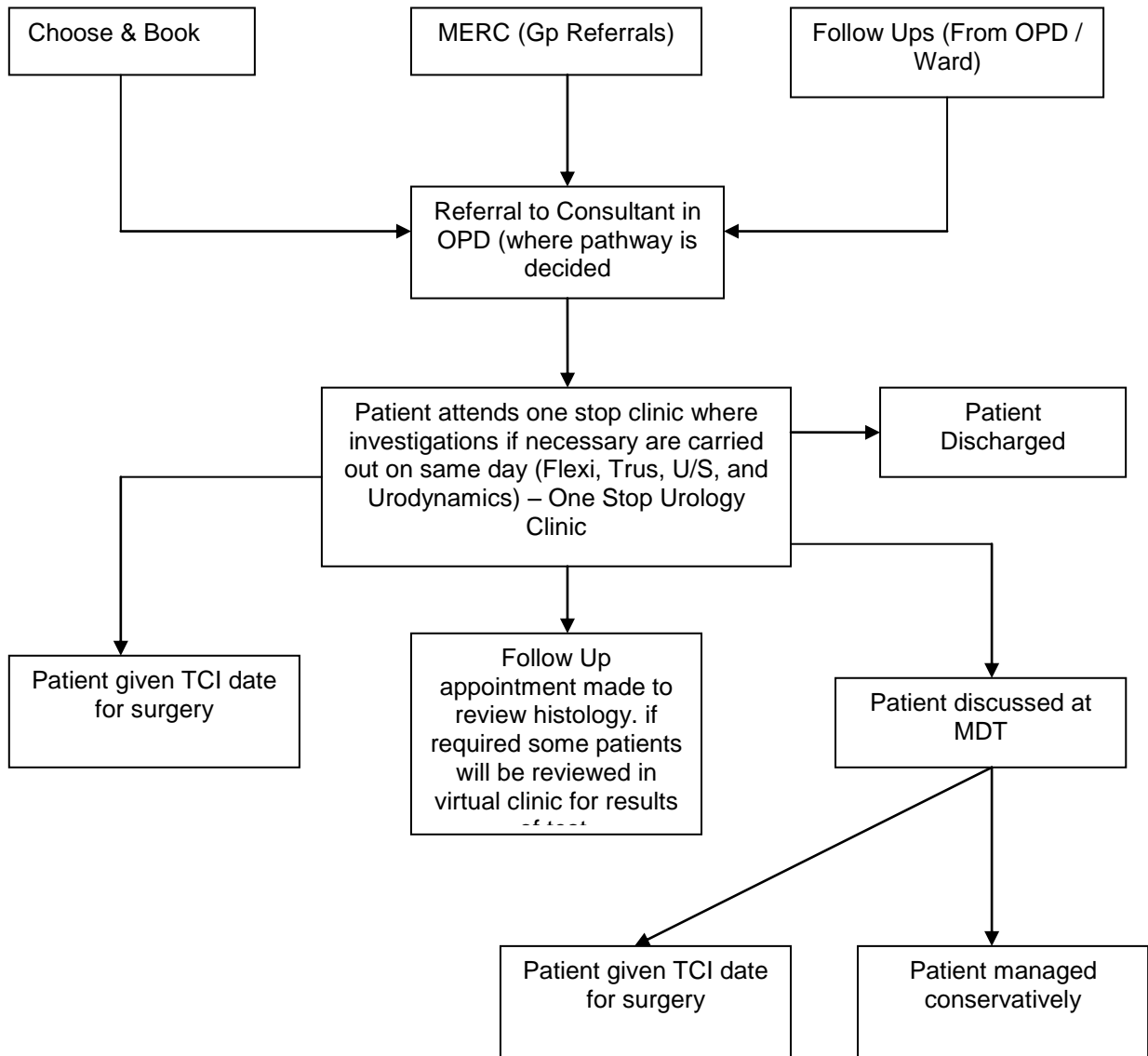
Appendix 2

Work Flow Diagrams: Elective Admissions

Elective Admissions – Pathway

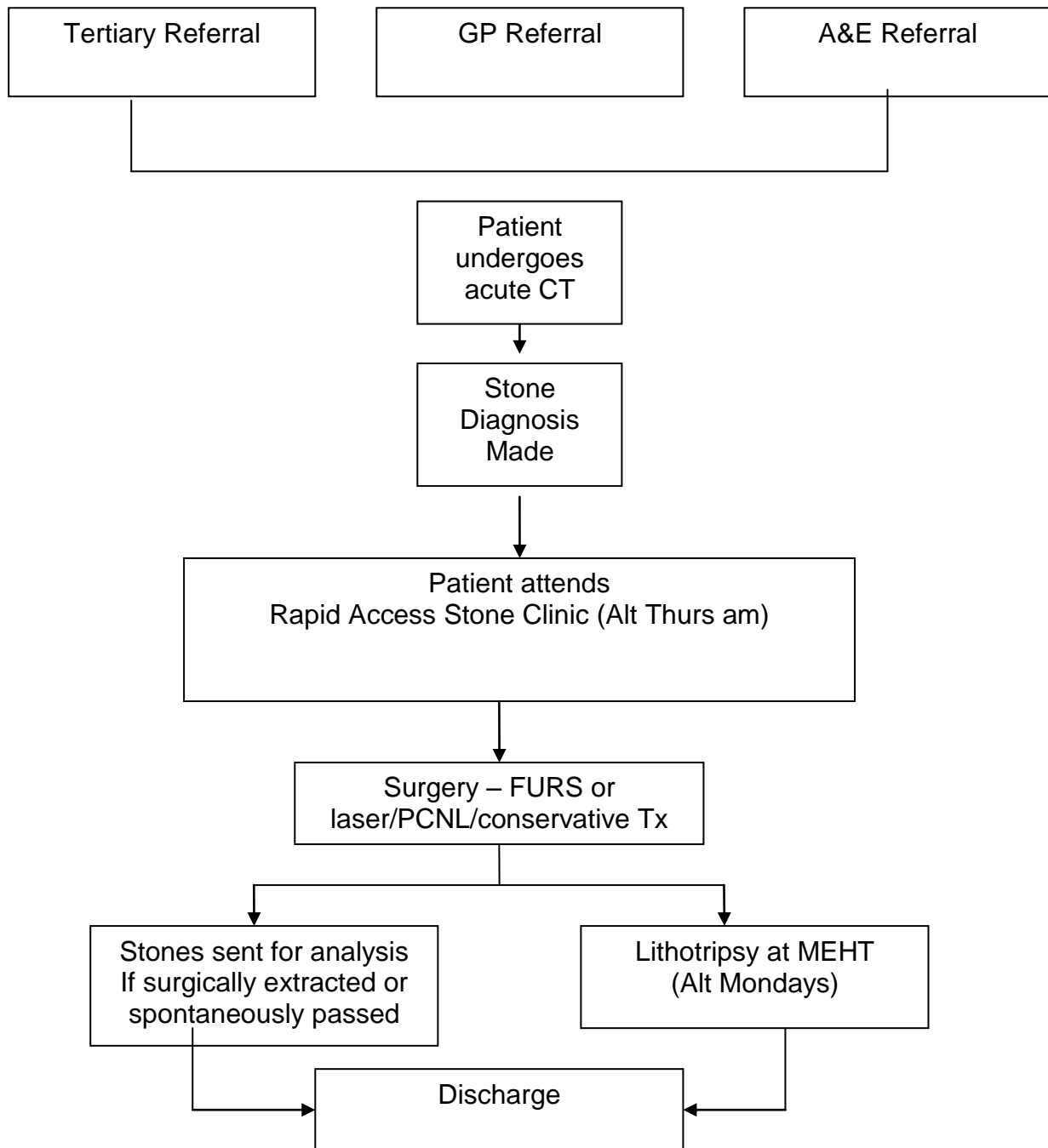


Work Flow Diagrams: Outpatient Clinic



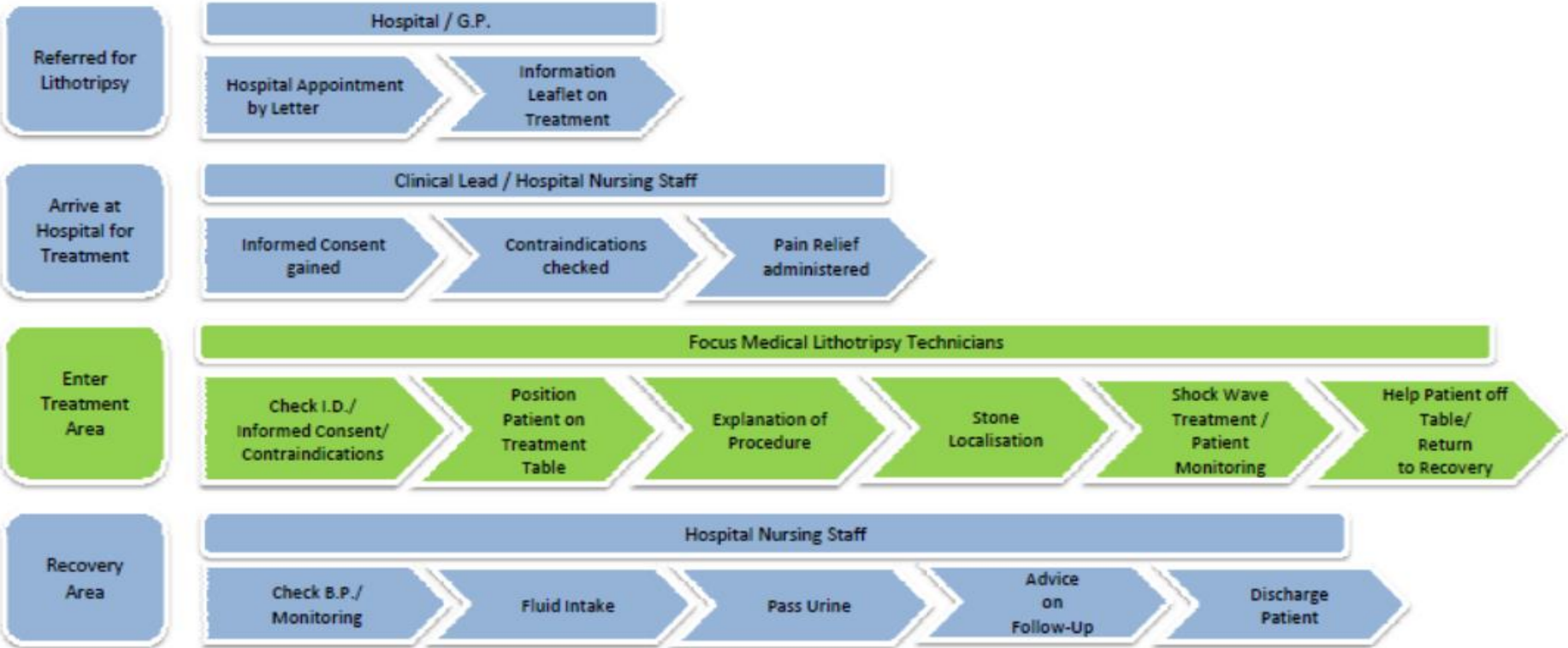
Work Flow Diagrams:

Renal Stone Clinic





PATIENT JOURNEY: LITHOTRIPSY TREATMENT FOR RENAL STONES



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Theatre Template

Appendix 6

	Th 3	Th 6	Th 15	Th 16	Th 17	DSU	BCH
Mon							
Am	RC						
Pm	RC					KW	
Tue							
Am						LM 2:4	
Pm						DS	
Wed							
Am				MN			
Pm				MN			DS 1:4
Thu							
Am				MN/DS alt	WM		
Pm					PJ/JS alt		
Fri							
Am	WM						PJ 2:4
Pm	KW 2:4					DS	

Appendix 7: Preliminary Equality Analysis

This assessment relates to: (please tick all that apply)

A change in a service to patients		A change to an existing policy	X	A change to the way staff work	
A new policy		Something else (please give details)			
Questions			Answers		
1. What are you proposing to change?			Review policy		
2. Why are you making this change? (What will the change achieve?)			Policy process – 3 year review		
3. Who benefits from this change and how?			Clinicians & patients		
4. Is anyone likely to suffer any negative impact as a result of this change? If no, please record reasons here and sign and date this assessment. If yes, please complete a full EIA.			No		
5. a) Will you be undertaking any consultation as part of this change? b) If so, with whom?			Yes Refer to pages 1 & 2		

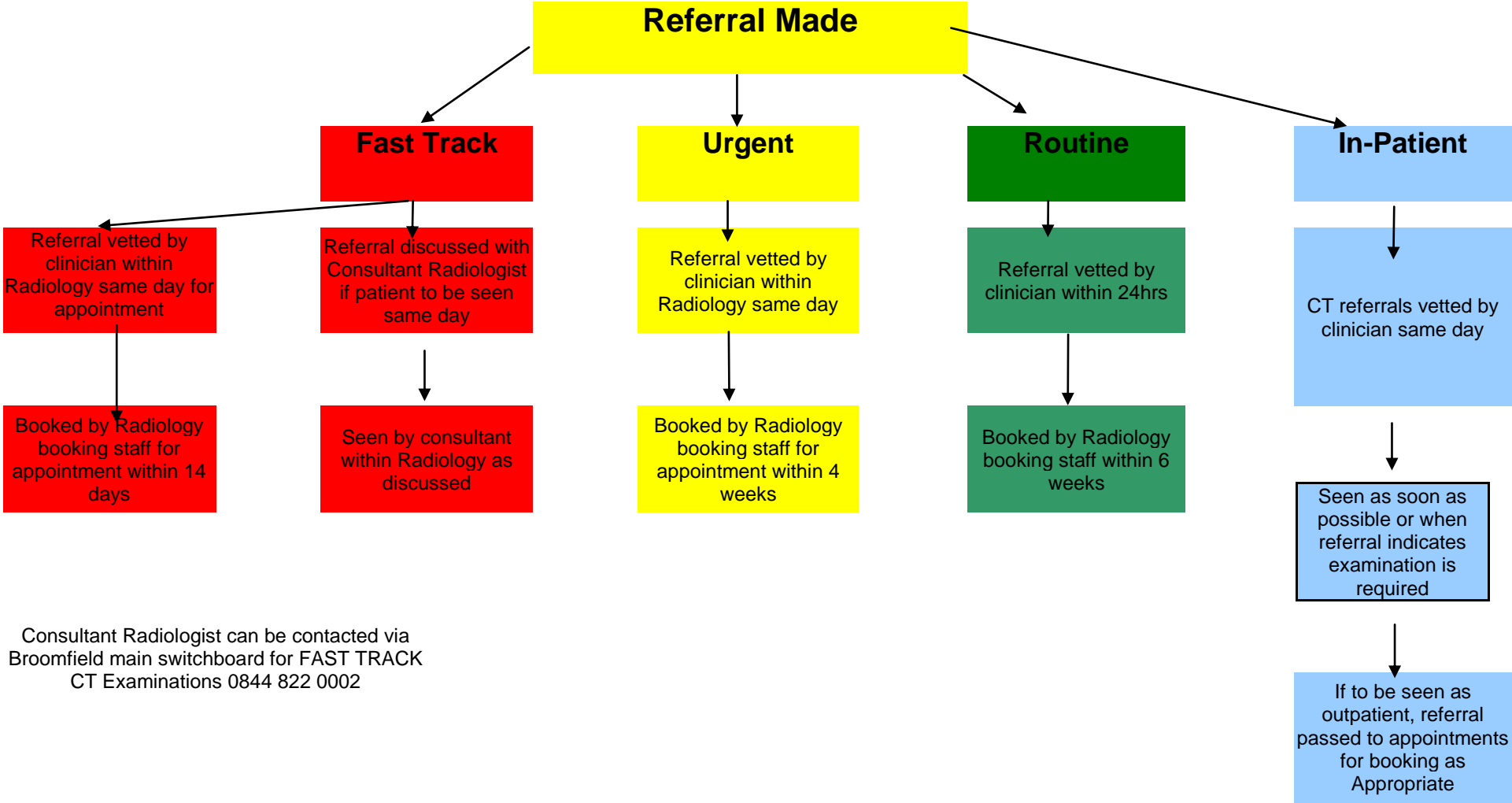
Preliminary analysis completed by:

Name	Amanda Hammond	Job Title	Urology Nurse Specialist	Date	December 2018
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Elective Flows

Radiology Flow

Appendix 8



Consultant Radiologist can be contacted via
 Broomfield main switchboard for FAST TRACK
 CT Examinations 0844 822 0002

Admission Criteria for Children in Mid Essex Hospital

Sick children aged below 16 years seen in A&E

Is the child critically sick?

No

Yes

Follow guidelines for critically ill children

Medical

Phoenix Ward/Paediatrics
Point of contact: Paed Reg

Newborn babies < 10 days
Ward: Newborn unit
Point of contact: Paed Reg

Isolated Head Injuries

< 5 years
Phoenix Ward/Paediatrics
Point of Contact: Paed Reg

≥ 5 years
Phoenix\Surgical
Point of contact: Surgical

ENT Problems

Phoenix\ENT
Point of Contact: ENT team

Surgical/Urological

< 5 years

Phoenix Ward/Paediatrics
Point of contact: Paed Registrar

≥ 5 years

Ward: Moonbeam ward
Point of Contact: Surgical team
Urological Cases
Point of Contact: Urology SHO/Registrar

**Head Injury with Trauma
Trauma and Fractures**

Phoenix\Surgical/Ortho
Point of Contact: Surg/ Ortho team
To be decided on a case by case basis

MEHT Urological Cancer Studies

Appendix 10

RCC

NeoAdjuvant	Adjuvant	Advanced/Metastatic
<p>NAXIVA PHASE II NEOADJUVANT STUDY OF AXITINIB FOR REDUCING EXTENT OF VENOUS TUMOUR THROMBUS IN CLEAR CELL RENAL CELL CANCER WITH VENOUS INVASION (NAXIVA) Recruitment: 1 patient Research Nurse: Lucy Willsher Ext. 4954</p>	<p>RAMPART Phase III multi-arm multistage randomised controlled platform trial of adjuvant therapy in patients at high or intermediate risk of relapse Patients who have had their RCC resected and are classified as being at intermediate or high risk of recurrence (Leibovich score 3-11) are eligible for randomisation into RAMPART. Recruitment: 6 patients Research Nurse: Bryan Singizi Ext. 4952</p>	<p>CALYPSO MEDI4736 combinations in metastatic renal cell carcinoma. Clear cell renal cancer patients must have experienced progressive disease after exposure to VEGF targeted therapy. Sarcomatoid cell renal cancer patients must have experienced progressive disease after exposure to VEGF targeted therapy. Recruitment: 8 patients Research Nurse: Bryan Singizi Ext. 4952</p>

Bladder

Neo-Adjuvant	Adjuvant	
<p>CA017078 – IN SET UP A Phase 3, Randomized, Study of Neoadjuvant Chemotherapy alone versus Neoadjuvant Chemotherapy plus Nivolumab or Nivolumab and BMS-986205, Followed by Continued Post-Surgery Therapy with Nivolumab or Nivolumab and BMS-986205 in Participants with Muscle-Invasive Bladder Cancer Previously untreated MIBC, pathologically proven MIBC (stage T2-T4a, N0, M0) not been previously treated (except for TURBT or prior treatment of NIMBC) and is deemed potentially curable by RC, and must be considered medically fit for RC and be willing to undergo RC as part of the study treatment. Participants must not have evidence of UC in upper urinary tracts (ureters or renal pelvis) or have a history of previous MIBC or UC not confined to the bladder. Prior systemic therapy, radiation therapy, or surgery for bladder cancer other than TURBT or biopsies is also not permitted. Research Nurse: Bryan Singizi Ext. 4952</p>	<p>CA209-UT A Phase 2, Randomized, Open-label Study of Nivolumab or Nivolumab/BMS-986205 Alone or Combined with Intravesical BCG in Participants with BCG-Unresponsive, High-Risk, Non-Muscle Invasive Bladder Cancer Participants should be considered medically unfit for radical cystectomy or should have refused radical cystectomy. Participants must not have evidence of UC in the upper urinary tracts (kidneys, renal pelves, ureters) or in the prostatic urethra. Previous or concurrent muscle invasive or disseminated bladder cancer is not permitted. Prior systemic treatment, radiation therapy, or surgery for bladder cancer other than transurethral bladder tumor resection (TURBT) or bladder biopsies is also not permitted. Research Nurse: Bryan Singizi Ext. 4952</p>	<p>Quality of Life After Bladder Cancer (Q-ABC) A comparison of patient related outcomes following radical surgery and radiotherapy This is a prospective study of two contemporaneous cohorts of patients undergoing either cystectomy or radical radiotherapy for muscle invasive bladder cancer. The study is non – randomised - it has proven impossible to randomise between these interventions⁶ and treatment selection will be by participants and clinicians. However, participants must have been eligible for both treatments so that the population being studied is representative of the patients in the future choosing between treatments. This study will provide prospective longitudinal quality of life data to describe and quantify changes from baseline in all participants Recruitment: 6 patients Research Nurse: Yvonne Lester Ext. 6032</p>

Prostate

Adjuvant

Arquer 007 – IN SET UP

A performance evaluation study of Arquer Diagnostics Ltd's MCM5 ELISA test in the diagnosis of prostate cancer.

The objective of this study is to validate the performance of Arquer Diagnostics Ltd's MCM5 ELISA test kit in detecting prostate cancer in semen specimens collected from patients attending urology clinics for prostate biopsy on the basis of raised PSA and/or abnormal DRE and who are selected for biopsy. Semen samples will be produced prior to the urology clinic appointment in a standard collection vessel and collected at the urology clinic. Collection will take place prior to biopsy.

Research Nurses: Yvonne Lester Ext. 6032

Adjuvant

Add-Aspirin

A phase III, double-blind, placebo-controlled, randomised trial assessing the effects of aspirin on disease recurrence and survival after primary therapy in common non-metastatic solid tumours.

Assessing the effects of aspirin on disease recurrence and survival after primary therapy in common non-metastatic solid tumours

Recruitment: 53 patients
Research Nurse: Yvonne Lester Ext. 6032

Advanced/Metastatic

STAMPEDE

Systemic Therapy in Advancing or Metastatic Prostate Cancer: Evaluation of Drug Efficacy.

Can adding metformin to the treatment of prostate cancer in non-diabetic patients improve life expectancy?
Can hormone injections be substituted for hormone patches to avoid some of the side effects and achieve as good disease control?

Recruitment: 126 patients
Research Nurse: Sian Gibson Ext. 6318

ACE

A Phase IV study to evaluate cognitive function in metastatic castrate resistant prostate cancer (mCRPC) patients treated with Abiraterone Acetate + Prednisolone (AAP) or Enzalutamide (ENZ).

Understanding of the early impact of these cancer treatments, in mCRPC management, on the aspects of cognitive impairment, fatigue and depression.

Recruitment: 6 patients
Research Nurse: Lizzie Dawson Ext. 4953

Observational

UK Genetic Prostate Cancer Study

PrCa at or below 60 years at diagnosis

PrCa in a related pair where one is \leq 65 years at diagnosis

PrCa at any age in a cluster with 3 or more cases

wish to have translation)

Any unaffected relatives of men who are already taking part in the study

Recruitment: 87 patients
Research Nurse: Lorraine James Ext. 4891